



CALIFORNIA

Technician/AGR Administrative Instruction

National Guard Technicians - CAL NG Active Guard/Reserve

MILITARY DEPARTMENT

**P. O. BOX 269101
Sacramento, CA 95826-9101**

NUMBER

01-08

NO EXPIRATION DATE

20 February 2001

MILITARY LEAVE FOR TECHNICIANS

1. The Consolidated Appropriations Act, 2001, Public Law 106-554 incorporates the Treasury and General Governments Appropriations Act (TGGAA) for 2001. Section 642 of the TGGAA amends section 6323(a) 5 U.S.C., allowing for military leave to be charged in hourly increments.

2. The law was effective 21 December 2000; however, Defense and Finance Accounting Service (DFAS) has advised that changes in the charge of leave will not commence until 31 December 2000 pay period. The following guidance applies to the charging of military leave:

- a. Military leave under section 6323(a) is charged in hourly increments.
- b. Full time technicians will accrue 120 hours of military leave in a fiscal year. Leave will be prorated for part time technicians.
- c. Military leave can only be used for periods of absence from the technician position, to include travel time, to perform military duty.
- d. There is no charge of military leave on any holiday or non-workday.

3. The following illustrates the proper charge of leave under the new law:

- a. A technician on a regular work schedule, after completing their normal technician duty day on Thursday, 1 March 2001, elects to use military leave. The technician completes military duty on Thursday, 15 March and returns to technician duty on Friday, 16 March. The period of absence charged to leave would be 80 hours (10 days x 8 hours). There is no charge to leave for the intervening non-workdays of 3,4,10 and 11 March.
- b. Using the same dates as above but substituting a compressed work

schedule of 4 x 10 Tuesday through Friday would also result in a charge to leave of 80 hours (8 days x 10 hours).

c. Absence on the same dates for a technician on a 5-4-9 work schedule with Friday, 9 March as the additional non-workday also results in a charge to military leave of 80 hours (8 x 9 plus one 8 hour day).

d. In a situation where a technician elects to use military leave to perform inactive duty for training on the afternoon of 2 March, a regular workday, the charge to military leave would cover the absence from the technician position to perform the military duty to include travel time. If the technician desired not to report to the technician position that morning, the technician could request the use of annual leave, compensatory time or leave without pay but not military leave.

4. At the present time, DFAS will only allow for posting the military leave in increments of days and not hours. Changing the system to charge on an hourly basis may take some time, but until then there will be no difficulty in making sure that intervening weekends and non-workdays are not charged. For technicians who want to use military leave for part of any work day, DFAS will re-credit the incorrectly charged leave to their balance when the system is corrected. In the meantime, technicians should maintain careful and accurate records of what military leave is taken. You will be notified when DFAS gets the pay system change implemented.

5. If you have questions regarding the changes in military leave, please contact Marjorie Rodriguez at CAGNET 63493, DSN 466-3493 or (916) 854-3493.

FOR THE ADJUTANT GENERAL:

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